



San Bernardino Associated Governments
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•San Bernardino County Transportation Commission •San Bernardino County Transportation Authority
•San Bernardino County Congestion Management Agency •Service Authority for Freeway Emergencies

AGENDA

Board of Directors Meeting

March 3, 2004

Start Time: 9:30 a.m.

LOCATION

Norman Feldheym Library, Mary Kellogg Room
555 Sixth Street, San Bernardino

Board of Directors

President

Bill Alexander, Mayor
City of Rancho Cucamonga

Kelly Chastain, Mayor Pro Tem
City of Colton

Gary Ovitt, Mayor
City of Ontario

Paul Cook, Council Member
Town of Yucca Valley

Vice-President

Paul Biane, Supervisor
County of San Bernardino

Mark Nuaimi, Mayor
City of Fontana

Pat Gilbreath, Council Member
City of Redlands

Dennis Hansberger, Supervisor
County of San Bernardino

Jim Nehmens, Mayor
City of Adelanto

Bea Cortes, Council Member
City of Grand Terrace

Kurt Wilson, Mayor Pro Tem
City of Rialto

Bill Postmus, Supervisor
County of San Bernardino

Edward (Ted) Burgnon, Council Member
Town of Apple Valley

James Lindley, Council Member
City of Hesperia

Judith Valles, Mayor
City of San Bernardino

Clifford Young, Supervisor
County of San Bernardino

Lawrence Dale, Mayor
City of Barstow

Larry McCallon, Mayor Pro Tem
City of Highland

Jim Bagley, Mayor
City of Twentynine Palms

Patti Aguiar, Supervisor
County of San Bernardino

Neal Hertzmann, Council Member
City of Big Bear Lake

Robert Christman, Council Member
City of Loma Linda

John Pomierski, Mayor
City of Upland

Anne Mayer, Caltrans
Ex-Officio Member

Eunice Ulloa, Mayor
City of Chino

Paul Eaton, Mayor
City of Montclair

Mike Rothschild, Council Member
City of Victorville

Norman R. King
Executive Director

Gwenn Norton-Perry, Council Member
City of Chino Hills

Rebecca Valentine, Council Member
City of Needles

Richard Riddell, Mayor
City of Yucaipa

**San Bernardino Associated Governments
County Transportation Commission
County Transportation Authority
County Congestion Management Agency
Service Authority for Freeway Emergencies**

Board of Directors

AGENDA

March 3, 2004

9:30 a.m.

Location:

Norman Feldheim Library, Mary Kellogg Room
555 Sixth Street, San Bernardino

To obtain additional information on any items, please contact the staff person listed under each item. You are encouraged to obtain any clarifying information prior to the meeting to allow the Board to move expeditiously in its deliberations. Additional meeting procedures and agenda explanations are attached to the end of this agenda.

Call to Order - 9:30 a.m.
(Meeting chaired by Mayor Bill Alexander)

- I. Attendance
- II. Announcements
- III. Agenda Notices/Modifications – Vicki Watson

Notes/Actions:

1. Possible Conflict of Interest Issues for the SANBAG Board Meeting of March 3, 2004. Pg. 10

Note agenda item contractors, subcontractors and agents, which may require member abstentions due to conflict of interest and financial interests. Board Member abstentions shall be stated under this item for recordation on the appropriate item.

[brd0403z-dmk.doc](#)

Consent Calendar

Consent Calendar items shall be adopted by a single vote unless removed by Board member request. Items pulled from the consent calendar will be brought up under Agenda Item 18.

Administrative Matters

2. **Board of Directors Attendance Roster** [brdatt04.doc](#) Pg. 12
3. **Procurement Report for January 2004** Pg. 16
Receive monthly procurement report. **Susan Van Note**
This item was unanimously received by the Administrative Committee on February 11, 2004. [BRD0403a-svn.doc](#)
4. **Policy on Election of District Representatives on Southern California Association of Governments (SCAG) Regional Council.** Pg. 18
Approve modifications to SANBAG Policy 10004 establishing procedures for election of District Representatives to SCAG Regional Council relative to the population requirements for districts and the terms for individuals elected to fill vacancies.
Deborah Barmack
This item was reviewed by the Administrative Committee on February 11, 2004, and was unanimously recommended for approval. [BRD0403C-DRB.DOC](#)
5. **Waiver of SANBAG policy relative to election for District Representatives on SCAG Regional Council.** Pg. 22
Approve a one-time waiver to SANBAG policy to allow Mayor Lee Ann Garcia, City of Grand Terrace, to be a candidate for election to serve as District Representative on SCAG Regional Council, due to her position of leadership and service.
Deborah Barmack
The Administrative Committee reviewed this item on February 11, 2004, and unanimously recommended a one time waiver of the SANBAG policy as indicated in the recommendation. [BRD0403B-DRB.DOC](#)

Consent Calendar Continued....

Regional & Quality of Life Programs

6. **Memorandum of Understanding (MOU) No. 04-53 with the Southern California Association of Governments (SCAG).** Pg. 26

Authorize the Executive Director to execute MOU No. 04-53, an asset disposition plan for SCAG Regional Rideshare services, which ended on June 30, 2003. **Michelle Kirkhoff**

This was reviewed and unanimously recommended for approval by the Plans and Programs Policy Committee on February 18, 2004. The MOU has received prior review and approval by SANBAG County Counsel. [BRD0403a-mm.k.doc](#)

Subregional Transportation Planning & Prog.

7. **Year 2004 State Transportation Improvement Program (STIP)** Pg. 42

1) Approve 2004 State Transportation Improvement Program (STIP) programming as shown in Table 5 (attached).

2) Approve 2004 STIP Transportation Enhancements (TE) programming as shown in Table 6 (attached). **Ty Schuiling**

This item was unanimously recommended for approval by the Major Projects Committee on February 12, the Plans and Programs Policy Committee on February 18, and the Mountain/Desert Committee on February 20, 2004.

[brd0403a-abz.doc](#)

Project Development

8. **Request for Qualifications (RFQ) No. 04-051 for qualified firms to prepare a Project Study Report (PSR) /Project Report (PR) for construction of an additional westbound lane on I-10 from Live Oak Canyon Road to Ford Street.** Pg. 54

Authorize release of Request for Qualifications (RFQ) No. 04-051 for qualified firms to prepare a Project Study Report (PSR)/Project Report (PR) for construction of an additional westbound lane on I-10 from Live Oak Canyon Road to Ford Street. This action imposes no financial impact. **Darren Kettle**

This item was reviewed and unanimously recommended for approval by the Major Projects Committee on February 12, 2004. [brd0403d-dmk.doc](#)

Consent Calendar Continued....**Project Development (Cont.)****9. Amendment No. 14 to Contract No. 91-034 with Fluor Daniel Pg. 70**

Approve Amendment No. 14 to Contract No. 91-034 with Fluor Daniel for a period of three years, at a total cost of \$9,494,547 as detailed in the Financial Impact Section. **Darren Kettle**

This item was reviewed and unanimously recommended for approval by the Major Projects Committee on February 12, 2004. [brd0403f-dmk.doc](#)

10. Amendments to extend period of performance for various contracts Pg. 82

Approve amendments to extend period of performance

CN 01-018-05	Leighton & Associates	Extend to 6/30/05
CN 01-015-04	Structural Design & Analysis	Extend to 6/30/05
CN 01-016-04	URS Corp.	Extend to 6/30/05
CN 01-017-04	Ashford Engineering, Inc.	Extend to 6/30/05
CN 97-039-05	L.D. King	Extend to 12/31/05
CN 93-082-07	Nossaman, Guthner, etal	Extend to 6/30/05
CN 96-019-01	David Evans & Associates	Extend to 12/31/04
CN 99-052-02	PBQ&D	Extend to 6/30/04

Darren Kettle

This item was reviewed and recommended for approval 12-0-2 (Biane and Pomierski abstained) by the Major Projects Committee on February 12, 2004. [brd0403j-dmk.doc](#)

Transportation Programs & Fund Administration**11. Quarterly Administrative Report on SANBAG TEA-21 Funding Programs Pg. 92**

- 1) Receive report on quarterly reporting and obligation status.
- 2) Adopt a finding of compliance with obligation requirements for all affected agencies. **Ty Schuiling**

This item was reviewed and unanimously recommended for approval by the Plans and Programs Policy Committee on February 18, 2004. It will be reviewed by the Mountain/Desert Committee on February 20, 2004. [brd0403b-abz.doc](#)

Consent Calendar Continued....

Transportation Programs & Fund Administration (Cont.)

12. Omnitrans Short Range Transit Plan (SRTP) Amendment and State Transit Assistance Fund (STAF) Allocation Pg. 98

1. Approve amendment to Omnitrans' Fiscal Year 2004-2009 SRTP to reflect the consolidation of LTF, STAF and Measure I funding from several years for the Voice/Data Communication Project and add additional available funding from prior year completed projects to this project.

2. Adopt Resolution 04-018 rescinding a portion of the following STAF Allocation numbers:

<u>Allocation Number</u>	<u>In the Amount of</u>
95-08-OMN-B	\$ 201,097
98-08-OMN-B	\$ 107,583
99-01-OMN-B	\$ 164,108
00-05-OMN-B	\$ 384,978
01-05-OMN-B	\$ 3,879
02-05-OMN-B	\$ 2,170
03-08-OMN-B	\$ 640,000
04-05-OMN-B	\$ 21,550

For a total rescinded amount of \$1,525,365

3. Adopt Resolution 04-019 authorizing STAF Allocation number 04-10-OMN-B in the amount of \$1,525,365 for the upgrading and replacement of the Voice/Data Communication System in both the Fixed Route and Paratransit revenue vehicles.

4. Approve amendment to the SANBAG Fiscal Year 2004 Budget Task 0451300 by \$1,047,405 in Measure I - Valley Elderly and Handicapped funds for a new total of \$5,666,740, as identified in the Financial Impact Section. **Mike Bair**

This item was reviewed and unanimously recommended for approval by the Plans and Programs Committee on February 18, 2004. [BRD0403a-vlb.doc](#)

Program Support/Council of Govts.

13. San Bernardino Associated Governments State and Federal Legislative Program Pg. 108

Approve the Proposed Federal and State Legislative Program.
Kris Leathers

SANBAG's executive staff, as well as its Federal and State legislative advocates have reviewed this item. The Administrative Committee unanimously approved this item at its February 11, 2004 committee meeting. [BRD0403A-kal.doc](#)

DISCUSSION ITEMS

Transportation Programs and Fund Administration

14. **Assembly Bill (AB) 3090 Reimbursement Agreement for FY 2003-04 Planning, Programming, and Monitoring (PPM) Funds** Pg. 122

Approve Cooperative Agreement No. 04-056 with Caltrans establishing reimbursement conditions for the FY 2003-04 PPM funds. **Ty Schuiling**

This item is being presented directly to the SANBAG Board and has not received prior policy committee review because of recent changes in staff's understanding of how Caltrans and CTC intend to administer these funds. The cooperative agreement must be executed prior to CTC approval of the RTPA STIP amendment on April 2, 2004. [brd0403c-abz.doc](#)

Administrative Matters

15. **Selection of San Bernardino Santa Fe Depot Property/Facility Management Firm** Pg. 126

1. Approve selection of CityCom Real Estate Services, Inc. dba City Commercial Management for property and facility management services at the San Bernardino Santa Fe Depot.

2. Approve SANBAG Contract 04-055 with CityCom Real Estate Services, Inc. in the amount of \$65,400 as identified in the Financial Impact Section. **Mike Bair**

The Administrative Committee provided advice on this item on January 14, 2004, and received an update on the selection process on February 11, 2004. Contract 04-055 has been prepared by SANBAG legal counsel. [BRD0403a-mab.doc](#)

16. **Contract for Computer Network Management and Administration** Pg. 130

Approve Amendment No. 5 to sole source Contract 99-020 with TH Enterprises to extend the contract end date to July 31, 2004, and to increase the contract by \$47,100 for professional services associated with relocation of SANBAG network to the Depot and installation of Microsoft upgrades, as specified in the Financial Impact Section. **Deborah Barmack**

This item has been reviewed by SANBAG Counsel and was unanimously recommended for approval by the Administrative Committee on February 11, 2004. [BRD0403A-DRB.doc](#)

ADJOURN TO:**CLOSED SESSION**

**Conference with Legal Counsel – Anticipated Litigation
Initiation of Litigation Pursuant to Subdivision C of Section 45956.9**

RECONVENE TO:

**17. San Bernardino Santa Fe Depot-SANBAG Tenant Pg. 136
Improvements**

Approve Amendment No. 1 to ANBAG Contract No. 04-040 with the City of San Bernardino relating to the rehabilitation of the San Bernardino Santa Fe Depot.

Michael Bair/Deborah Barmack

This item has not been reviewed by a SANBAG Policy Committee and it being presented directly to the Board for consideration due to the necessity of immediately addressing the tenant improvements for SANBAG occupancy.

[BRD0403b1-mab.doc](#)

Other Matters

18. Consent Calendar Items Pulled for Discussion

Items pulled from the consent calendar shall be taken under this item in the order they were presented on the calendar.

19. Agency Reports/Committee Memberships

Commuter Rail Report

Pg. 138

Council Member Patricia Gilbreath

South Coast Air Quality Management Report

(Not Available at Time of Mailing)

Council Member Dennis Yates

SCAG Committees

Pg. 142

SCAG Regional Council

SCAG Standing Committees

Administration Committee

Implementation Committee

Planning Committee

SCAG Policy Committees

Community, Economic and Human Development

Energy and Environment

Transportation and Communications

SANBAG Policy Committees

Pg. 144

Acronym List [Acronym List.doc](#)

Pg. 146

Public Comment

- 20. Additional Items from Board Members**
- 21. Brief Comments by the General Public**

ADJOURNMENT

Complete packages of the SANBAG agenda are available for public review at the SANBAG offices. Staff reports for items may be made available upon request. For additional information call, (909) 884-8276.

Meeting Procedures

The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the San Bernardino Associated Governments (SANBAG) Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the SANBAG Board of Directors and Policy Committees.

Accessibility

The SANBAG meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk's telephone number is (909) 884-8276 and office is located at 472 N. Arrowhead Avenue, San Bernardino, CA.

Agendas – All agendas are posted at 472 N. Arrowhead Avenue, San Bernardino at least 72 hours in advance of the meeting. Staff reports related to agenda items may be reviewed at the SANBAG offices located at 472 N. Arrowhead Avenue, San Bernardino.

Agenda Actions – Items listed on both the "Consent Calendar" and "Items for Discussion" contain suggested actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken by two-thirds vote of the Board of Directors.

Closed Session Agenda Items – Consideration of closed session items *excludes* members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the Chair will announce the subject matter of the closed session. If action is taken in closed session, the Chair may report the action to the public at the conclusion of the closed session.

Public Testimony on an Item – Members of the public are afforded an opportunity to speak on any listed item. Individuals wishing to address the Board of Directors or Policy Committee Members should complete a "Request to Speak" form, provided at the rear of the meeting room, and present it to the SANBAG Clerk prior to the Board's consideration of the item. A "Request to Speak" form must be completed for *each* item when an individual wishes to speak on. When recognized by the Chair, speakers should be prepared to step forward and announce their name and address for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations.

The Consent Calendar is considered a single item, thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.

Agenda Times – The Board is concerned that discussion take place in a timely and efficient manner. Agendas may be prepared with estimated times for categorical areas and certain topics to be discussed. These times may vary according to the length of presentation and amount of resulting discussion on agenda items.

Public Comment – At the end of the agenda, an opportunity is also provided for members of the public to speak on any subject with SANBAG's authority. *Matters raised under "Public Comment" may not be acted upon at that meeting. The time limits established in Rule #4 still apply.*

Disruptive Conduct – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board from conducting its meeting in an orderly manner. *Please be aware that a NO SMOKING policy has been established for SANBAG meetings. Your cooperation is appreciated!*

BOARD OF DIRECTORS ATTENDANCE ROSTER - 2004

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Patti Aguiar		X										
Bill Postmus	X	X										
Paul Biane	X	X										
Dennis Hansberger	X	X										
Clifford Young												
Jerry Eaves												
Lawrence E. Dale	X	X										
Neal Hertzmann	X	X										
Eunice Ulloa	X	X										
Gwenn Norton-Perry	X	X										
Kelly Chastain	X	X										
Mark Nuaimi	X	X										
Bea Cortes	X	X										
James Lindley	X	X										
Larry McCallon		X										
Brad Sundquist	X											
Edward (Ted) Burgnon		X										
Robert Christman	X	X										

X - indicates member attended meeting.

* - indicates alternate member attended meeting.

Crossed out box indicates member is not a Board Member.

** - indicates new member

BOARD OF DIRECTORS ATTENDANCE ROSTER – 2004

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Paul Eaton	X	X										
Rebecca Valentine	X	X										
Gary Ovitt	X	X										
Bill Alexander	X	X										
Pat Gilbreath	X	X										
Kurt Wilson	X	X										
Judith Valles	*	X										
Jim Bagley	X	X										
John Pomierski	X	X										
Mike Rothschild	X	X										
Dick Riddell	X	X										
Paul Cook	X	X										
Jim Nehmens	X	X										
Leonard Paulitz Ex-Officio Member/Alternate	X	X										
Anne Mayer Ex-Official Member	X	X										

X - indicates member attended meeting.

* - indicates alternate member attended meeting.

Crossed out box indicates member is not a Board Member.

** - indicates new member

Minute Action

AGENDA ITEM: _____

Date: March 3, 2004

Subject: Year 2004 State Transportation Improvement Program (STIP)

Recommendation:* 1) Approve 2004 State Transportation Improvement Program (STIP) programming as shown in Table 5 (attached).
2) Approve 2004 STIP Transportation Enhancements (TE) programming as shown in Table 6 (attached).

Background: The SANBAG Board of Directors acted in November 2003 to receive the schedule for development of the Year 2004 STIP, including Board approval of the 2004 STIP submittal to the California Transportation Commission (CTC) in March 2004. The Fund Estimate (FE) adopted by the CTC on December 10, 2003, identifies \$415 million of additional programming available statewide over the next five years. Essentially all of this added capacity (\$407 million) is required to fund TE, referred to as Transportation Enhancement Activities (TEA) in TEA-21, which will now be administered through the STIP, therefore the CTC is not allowing any programming of new funds.

2004 STIP Programming

Figure 1 provides an overview of the 2002 and 2004 STIP revenue and programming. The attached STIP Tables rely on the format typically used for STIP development with the addition of information specific to this unique STIP programming cycle. Tables 1 and 2 document past STIP commitments by the SANBAG Board, the current availability of STIP funds, and current STIP

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Approved
San Bernardino Associated Governments
Board of Directors

Date: _____

Moved: _____ *Second:* _____

In Favor: _____ *Opposed:* _____ *Abstained:* _____

Witnessed: _____

programming. Tables 3 and 4 detail the current STIP programming by fiscal year and the proposed spreading of STIP funds for the 2004 STIP, respectively. Finally, Table 5 provides a comprehensive listing of proposed STIP commitments by SANBAG in comparison with available revenues from the STIP and other sources. The tables are discussed individually in more detail below.

1. Table 1 shows SANBAG's commitments and programming through the 2002 STIP. During the 2002 STIP cycle, agencies were given the option of programming the FY07/08 share, which was estimated to total about \$110 million for San Bernardino County. Of this \$110 million, approximately \$39 million was programmed and the remaining \$71 million was committed to future projects, which are identified as "Unprogrammed Commitments" on Table 1.

In December 2002 with the announcement of State budget problems, it became apparent that the 2002 STIP FE was based on overly aggressive assumptions and would not be providing the programmed funding capacity. At that time the SANBAG Board acted to adopt funding principles and prioritization strategies for projects either programmed or committed in the 2002 STIP. As indicated in Table 1, this included deprogramming retrofit soundwall and interchange design projects and reserves and identifying alternative funding sources for transit projects. These projects, along with projects that were allocated by the CTC and are in the process of implementation, have been removed from Table 2. In addition, the "Unprogrammed Commitments" have been removed since there is no programming capacity during this STIP cycle.

2. Table 2 shows the revenue available for programming through the 2004 STIP for San Bernardino County cycle and the current programming. As shown, the 2004 STIP FE shows a negative share for San Bernardino County. Note that current programming relies on the \$39 million that was programmed in advance during the 2002 STIP cycle. There is no deprogramming of currently programmed projects required at this time, but rather a recommended "spreading" of the funds programmed in the 2002 STIP through FY 08-09; the negative share identified in the FE will be accounted for in future STIP cycles.
3. The FE identified annual programming targets for each county to assist in the spreading of currently programmed projects. Table 3 shows the STIP programming subject to spreading totaling about \$297 million, which includes all projects that have not received allocation or commitment of

STIP funds from the CTC, as compared to the annual targets. As indicated, the advance on future shares programmed in the 2002 STIP added to the negative 2004 STIP county share results in a total advance of \$45,001,000 from future shares.

4. Table 4 shows the recommended STIP programming, which is consistent with the annual targets. As with the 2002 STIP, the priorities for the 2004 STIP include completion of the Measure I program and funding for development of major interchange projects in the Victor Valley and Barstow areas. Therefore a change in programming is not recommended at this time. However, through the use of Measure I funds and funds expected from reauthorization of TEA-21, a change in the funding strategy will minimize the impact of the STIP fund availability on the project schedules. This strategy results in a decrease in the programmed STIP from \$297 million to \$271 million, which decreases the advance from future shares to \$18.5 million.
5. Table 5 shows the complete STIP programming options identified by staff for consideration by SANBAG's Policy Committees and approval by the SANBAG Board.

2004 STIP TE Programming

In August 2003 the CTC voted to incorporate the TE program into the STIP beginning with FY03/04 so that all future federal TE apportionments will be programmed through the STIP. A region is allowed to include in its STIP submittal any TE-eligible project or TE project reserve. The 2004 STIP FE identified annual programming targets for each county to assist in the programming of TE funds. A region is not limited by these targets, but TE programming does count against the total county share. In addition, a region is not required to program its full TE-eligible share on TE projects, but the statewide TE apportionments must be met. If a region chooses not to use its full TE apportionment, the CTC may leave a portion of county shares unprogrammed and available only for TE projects. Staff recommends that the 2004 STIP include programming of TE reserves with no specific projects listed at this time as shown in Table 6. Project sponsors will be able to receive allocations from the CTC after approval by SANBAG and as a project is ready for implementation. These projects are subject to the same timely-use-of-funds guidelines as STIP projects.

In August 2003, the SANBAG Board approved a list of set-asides for TE funds anticipated from the reauthorization of TEA-21, as shown in Table 6. These projects are large-scale, high-priority regional projects that were either initiated

during TEA-21 or are associated with Measure I Major Projects. Actual allocation of these funds by SANBAG will not occur until the sponsoring agency commits to provide the necessary match to fully fund the project. Pursuant to SANBAG policy, agencies receiving allocation of TE funds from SANBAG will be required to fund the project development, including environmental clearance, with other sources of funding.

Financial Impact: This item is consistent with STIP development activities provided for in the SANBAG Budget. Approval of the 2004 STIP priorities may result in increased revenue in future SANBAG budgets, reflecting funding for specific highway projects managed by SANBAG. Subject to the approval of the California Transportation Commission, adoption of the 2004 STIP will commit approximately \$271 million in transportation financing to projects in San Bernardino County over the next five-year period. TN 0450000

Reviewed By: This item was unanimously recommended for approval by the Major Projects Committee on February 12, the Plans and Programs Policy Committee on February 18, and the Mountain/Desert Committee on February 20, 2004.

Responsible Staff: SANBAG Staff.

Minute Action

AGENDA ITEM: _____

Date: March 3, 2004

Subject: Contract for Computer Network Management and Administration

Recommendation:* Approve Amendment No. 5 to sole source Contract 99-020 with TH Enterprises to extend the contract end date to July 31, 2004, and to increase the contract by \$47,100 for professional services associated with relocation of SANBAG network to the Depot and installation of Microsoft upgrades, as specified in the Financial Impact Section.

Background: SANBAG has an existing contract with TH Enterprises to provide computer network management and day-to-day network administration which expires in April 2004. This agreement has been amended on a year-to-year basis at the request of SANBAG to provide for annual development of goals for network standards and upgrades. As part of the agreement, SANBAG purchases pre-paid network administration services at a discounted rate.

SANBAG has fully utilized all of the prepaid hours under the current contract. However, a substantial amount of work is required in the coming months to move and re-establish the network at SANBAG's new offices in the Santa Fe Depot. Additionally, the contractor has been providing essential services to SANBAG in writing specifications for network wiring for computer and telephone integration and reviewing actual implementation at the depot. Simultaneous with the

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Approved
San Bernardino Associated Governments
Board of Directors

Date: _____

Moved:

Second:

In Favor:

Opposed:

Abstained:

Witnessed: _____

SANBAG network relocation, SANBAG requires installation of Microsoft upgrades for the Small Business System Server, SharePoint Portal Server, and Windows 2003. These services will be required through this fiscal year.

This amendment would extend the contract from April to July 31, 2004, and provide additional professional services to accomplish the relocation and upgrades. SANBAG has negotiated the proposed amendment which would allow for additional pre-paid purchase of network design and administration services through July 2004 at the 20% discount in the current contract.

This amendment is recommended to address the immediate needs associated with relocation to the Santa Fe Depot. At the end of this contract period, SANBAG staff will present recommendations for computer network management services for the next fiscal year.

Financial Impact: This contract amendment is for \$47,100, Task No. Indirect, funding indirect allocation. This item is consistent with the adopted SANBAG budget.

Reviewed By: This item has been reviewed by SANBAG Counsel and was unanimously recommended for approval by the Administrative Committee on February 11, 2004.

Responsible Staff: Deborah Robinson Barmack
Director of Management Services

Minute Action

AGENDA ITEM: _____

Date: March 3, 2004

Subject: San Bernardino Associated Governments State and Federal Legislative Program

Recommendation:* Approve the Proposed Federal and State Legislative Program.

Background: Attached are the 2004-2005 Federal and State Legislative Programs for adoption. The programs include carry-over items from prior year's legislative programs and several new initiatives (the amended sections are underlined).

The 2004-2005 State Legislative Program remains predominately unchanged from the 2003-2004 program with the exception of the following new initiatives:

- As directed by the SANBAG Board, sponsor legislation to amend the guidelines of the Freeway Service Patrol (FSP) program to ensure participation in the statewide program by prospective new applicants, including SANBAG.
- Support administrative action that enables SANBAG's full participation in the FSP program.

The 2004-2005 Federal Legislative Program maintains the same focus on reauthorization of the Transportation Equity Act for the 21st Century. As TEA-21 reauthorization continues into FY 2004, SANBAG staff and its consultants will continue to advocate on behalf of the Board approved project lists and to support increased funding sources to ensure highway and transit project delivery.

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Approved
San Bernardino Associated Governments
Board of Directors

Date: _____

Moved:

Second:

In Favor:

Opposed:

Abstained:

Witnessed: _____

In addition, there are several new policy statements and initiatives proposed with regard to federal transportation financing, ethanol-based fuel subsidies, Federal Highway Administration (FHWA), Americans with Disabilities Act (ADA) compliance guidelines, and extension of the Alameda Corridor East authorization.

In conclusion, we will continue to work in cooperation at the State and Federal level with the Riverside County Transportation Commission (RCTC) to support a unified San Bernardino County/Riverside County transportation presence and policy position in Sacramento and Washington D.C.

- Financial Impact:*** Funding to support the Federal and State Legislative Program is included within the adopted SANBAG FY 2003-04 Budget.
- Reviewed By:*** SANBAG's executive staff, as well as its Federal and State legislative advocates have reviewed this item. The Administrative Committee unanimously approved this item at its February 11, 2004 committee meeting.
- Responsible Staff:*** Kristine Leathers, Director of Intergovernmental and Legislative Affairs

Minute Action

AGENDA ITEM: _____

Date: March 3, 2004

Subject: Selection of San Bernardino Santa Fe Depot Property/Facility Management Firm

Recommendation:* Approve selection of CityCom Real Estate Services, Inc. dba City Commercial Management for property and facility management services at the San Bernardino Santa Fe Depot.

Approve SANBAG Contract 04-055 with CityCom Real Estate Services, Inc. in the amount of \$65,400 as identified in the Financial Impact Section.

Background: At the January Administrative Committee meeting, staff informally presented a fast-track schedule for obtaining property and facility management services for the San Bernardino Santa Fe depot. The Administrative Committee provided input to the RFP and acknowledged that the proposed schedule could work, but that a recommendation for contract award would most likely have to be made at the Administrative Committee meeting in February.

Staff finalized the RFP and issued it on January 16th with proposals due on February 6th. The RFP was mailed to 20 firms and posted on the SANBAG website. The RFP included notice of a tour of the depot building conducted on January 26th with prospective firms. The answers to questions raised and the clarification of issues were addressed in Addendum No. 1 to the RFP that was

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Approved
San Bernardino Associated Governments
Board of Directors

Date: _____

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In Favor:

Opposed:

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issued on January 28th. Addendum No. 1 was faxed to each firm and was also posted on the SANBAG website.

Four proposals were received and distributed to the City of San Bernardino, County Real Estate Services Department and County Facilities Management Department for evaluation. A committee with representatives from the City of San Bernardino, County Real Estate Services, County Facilities Management Services and SANBAG met on Tuesday, February 10th to review and score the proposals received. Excluding the cost portion of the proposal a total of 75 points could be awarded based on the qualifications of the firm, qualifications of proposed staff and understanding of and response to the RFP scope of work. The result of this initial evaluation was the determination that three of the four firms were qualified to perform the services contained in the RFP.

Because the proposal evaluation committee had difficulty interpreting the cost portion of the proposals, the three firms were invited to attend interviews on Thursday, February 12th. In addition, staff presented an update of the selection process to the Administrative Committee on February 11th and noted that a recommendation for award of contract would be made to the Board of Directors in March. During the February 12th interviews, additional clarification was given to the services requested and each firm was asked to submit a new cost proposal by 3:00 p.m. on February 17th. All three firms met the submittal requirement.

With the receipt of the new cost proposals and after the interviews, members of the evaluation committee, excluding the County Facilities Management Department which did not sit in on the interviews, were asked to rescore the proposals. The results of the second scoring are shown below.

Proposing Firm:	Score:
City Commercial Management	89.56
UDO Real Estate, Ltd.	79.56
WSR Sales & Management	72.00

All cost proposals were to be based on having a staff presence during the first six months of the contract and then periodic site presence during the last six months. The management fee for CityCom Real Estate Services during the first six months will be \$5,200/month and will be reduced to \$3,600/month during the last six months. The CityCom Real Estate Services annual management fee for twelve months would be \$52,800. The proposed annual management fees for the other two firms were \$60,840 and \$88,000. It is expected that expenses associated with janitorial, landscape and security services will be billed directly to the property

management firm for payment from a trust fund established by SANBAG for building expenses. SANBAG and the property management firm will determine the allocation of those expenses to the tenants, SANBAG and the City of San Bernardino. Minor and major repairs will also be billed directly to SANBAG and allocated back to the tenants, SANBAG and the City as part of the building operations expenses.

CityCom Real Estate Services will also receive a leasing commission for new tenants in the amount of 6% of the first and second years' lease income; 5% of the third and fourth years' lease income; 4% of the fifth year's lease income; and 2% of the lease income for the remainder of the lease term. The lease commission is consistent with most other commercial brokerages and would be split equally in the event of a co-op with an outside procuring broker.

SANBAG legal counsel has prepared the contract for property management services after negotiations with the selected firm. The contract term has a beginning date of March 15, 2004 and an ending date of June 30, 2005. The total management fee for this 15 ½ month term will be \$65,400.

Financial Impact: With an anticipated contract start date of March 15th, the property management fee for the balance of the current fiscal year will be \$18,200. This amount is consistent with the current year budget with funding made available from the Indirect Task budget. Funding for the next fiscal year will be included in the Fiscal Year 2004-2005 budget.

Reviewed By: The Administrative Committee provided advice on this item on January 14, 2004, and received an update on the selection process on February 11, 2004. Contract 04-055 has been prepared by SANBAG legal counsel.

Responsible Staff: Michael Bair, Director of Transit and Rail Programs.

Minute Action

AGENDA ITEM: _____

Date: March 3, 2004

Subject: Memorandum of Understanding (MOU) No. 04-53 with the Southern California Association of Governments (SCAG).

Recommendation:* Authorize the Executive Director to execute MOU No. 04-53, an asset disposition plan for SCAG Regional Rideshare services, which ended on June 30, 2003.

Background: Throughout the past few years, SANBAG Staff has brought to the Board issues related to SCAG's implementation and operation of regional rideshare services. During those discussions the Board authorized Staff to terminate agreements with SCAG and to operate these programs and services through SANBAG's existing contract with the Riverside County Transportation Commission (RCTC). As a result of discussions and negotiations with the county transportation commission (CTC) Executive Directors (EDs), upon service termination there are certain assets, software and hardware that needed to be disposed of. The EDs asked SCAG to develop the MOU; however, because that was not completed, RCTC took this task on in the summer of 2003. After months of negotiations with the CTCs, their counsels and SCAG, attached is the resulting MOU. Also note that this MOU has already been implemented, and all assets have been disposed of.

Financial Impact: There is no Financial Impact.

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Approved
San Bernardino Associated Governments
Board of Directors

Date: _____

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In Favor:

Opposed:

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Witnessed: _____

Board Agenda Item

March 3, 2004

Page 2

Reviewed By: This was reviewed and unanimously recommended for approval by the Plans and Programs Policy Committee on February 18, 2004. The MOU has received prior review and approval by SANBAG County Counsel.

Responsible Staff: Michelle Kirkhoff, Director of Air Quality/Mobility Programs

Minute Action

AGENDA ITEM: _____

Date: March 3, 2004

Subject: Procurement Report for January 2004

Recommendation:* Receive Monthly Procurement Report.

Background: The Board of Directors approved the Contracting and Procurement Policy (Policy No. 11000) on January 3, 1997. The Executive Director, or his designee, is authorized to approve Purchase Orders up to an amount of \$25,000. All procurements for supplies and services approved by the Executive Director, or his designee, in excess of \$5,000 shall be routinely reported to the Administrative Committee and to the Board of Directors.

Attached are the purchase orders in excess of \$5,000 to be reported to the Board of Directors for the month of January 2004.

Financial Impact: This item imposes no impact on SANBAG's FY 2002/03 Budget. Presentation of the monthly procurement report will demonstrate compliance with the Contracting and Procurement Policy (Policy No. 11000).

Reviewed By: This item was unanimously received by the Administrative Committee on February 11, 2004.

Responsible Staff: Susan Van Note, Chief Financial Officer

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Approved
San Bernardino Associated Governments
Board of Directors

Date: _____

Moved: _____ *Second:* _____

In Favor: _____ *Opposed:* _____ *Abstained:* _____

Witnessed: _____

PURCHASE ORDERS ISSUED FOR JANUARY 2004

P.O. #	Vendor	Purpose	Sole Source Y/N	Amount
0466	United Green Tech	71 Fwy Maxicom System (remote irrigation controller)	Y	\$ 6,375.00
		TOTAL PURCHASE ORDERS ISSUED		\$ 6,375.00

Minute Action

AGENDA ITEM: _____

Date: March 3, 2004

Subject: Omnitrans Short Range Transit Plan (SRTP) Amendment and State Transit Assistance Fund (STAF) Allocation

- Recommendation:**** 1. Approve amendment to Omnitrans' Fiscal Year 2004-2009 SRTP to reflect the consolidation of LTF, STAF and Measure I funding from several years for the Voice/Data Communication Project and add additional available funding from prior year completed projects to this project.
2. Adopt Resolution 04-018 rescinding a portion of the following STAF Allocation numbers:

<u>Allocation Number</u>	<u>In the Amount of</u>
95-08-OMN-B	\$ 201,097
98-08-OMN-B	\$ 107,583
99-01-OMN-B	\$ 164,108
00-05-OMN-B	\$ 384,978
01-05-OMN-B	\$ 3,879
02-05-OMN-B	\$ 2,170
03-08-OMN-B	\$ 640,000
04-05-OMN-B	\$ 21,550

For a total rescinded amount of \$1,525,365

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San Bernardino Associated Governments
Board of Directors

Date: _____

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Opposed:

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Witnessed: _____

3. Adopt Resolution 04-019 authorizing STAF Allocation number 04-10-OMN-B in the amount of \$1,525,365 for the upgrading and replacement of the Voice/Data Communication System in both the Fixed Route and Paratransit revenue vehicles.

4. Approve amendment to the SANBAG Fiscal Year 2004 Budget Task 0451300 by \$1,047,405 in Measure I - Valley Elderly and Handicapped funds for a new total of \$5,666,740, as identified in the Financial Impact Section.

Background:

Omnitrans began budgeting to replace the voice/data communication system in Fiscal Year 1994. The project was not immediately moved upon due to the funding available at the time and the exit from the transit market of Glenayre Digital Systems, the original provider of the existing system. Technology has changed rapidly since that time, and because there are more vendors implementing and supporting voice/data systems Omnitrans is now moving forward with the project.

Procuring the voice/data system for Omnitrans' fixed-route and paratransit revenue vehicles will greatly enhance operating efficiency, help ensure the safety and security of its employees and passenger, ensure appropriate emergency response, and provide full compliance with the provision of the Americans with Disabilities Act. The system will ensure vital communication links between operations staff, including all coach operators, supervisory personnel emergency services and Omnitrans central dispatch.

The California Code of Regulations specifies that an allocation and/or rescission of a STAF allocation "shall be made by resolution, adopted by the governing board of the regional entity..." Further, SANBAG requires the transit operator to amend their SRTP to reflect changes in their operating and capital budget. **The Omintrans Board of Directors approved amending the budget and SRTP at their December 3, 2003, Board meeting. (See Attachment A)**

Valley Measure I Elderly and Handicapped funds were originally programmed for a portion of this project in Fiscal Year 1994 and 1996, however due to untimely implementation of the projects, SANBAG rescinded these funds at the end of Fiscal Year 2003, returning them to the Measure I Elderly and Handicapped fund for future use. The budget amendment requested in this item uses the funding that was returned.

Measure I Elderly and Handicapped Funds may be applied to portions of this project that specifically provide services and fulfill legal requirements for seniors and individual with disabilities. In particular, the Measure I Elderly and Handicapped funds will be applied towards communication equipment on the paratransit system and the fixed route ADA compliant audio/visual stop annunciator equipment.

Financial Impact: This item is not consistent with the SANBAG budget. An amendment to Task 0451300 – Measure I Valley Elderly & Handicapped is required. An additional \$1,047,405 in Valley Measure I Elderly & Handicapped is to be included, making the total Task budget \$5,669,195. The administration of STAF is consistent with the approved SANBAG Budget, Task 0450201.

Reviewed By: This item was reviewed and unanimously recommended for approval by the Plans and Programs Committee on February 18, 2004.

Responsible Staff: Michael Bair, Director Transit and Rail Programs
Victoria Baker, Senior Transit Analyst

Minute Action

AGENDA ITEM: _____

Date: March 3, 2004

Subject: San Bernardino Santa Fe Depot – SANBAG Tenant Improvements

Recommendation:* Approve Amendment No. 1 to SANBAG Contract 04-040 with the City of San Bernardino relating to the rehabilitation of the San Bernardino Santa Fe Depot.

Background: As the San Bernardino Santa Fe Depot rehabilitation project nears completion, SANBAG, working with the City of San Bernardino, its project construction management firm and construction contractor have determined that additional tenant improvements relating to electrical and data service are required for SANBAG occupancy.

Financial Impact: This item is consistent with the SANBAG Budget under the Indirect Task.

Reviewed By: This item has not been reviewed by a SANBAG Policy Committee and is being presented directly to the Board for consideration due to the necessity of immediately addressing the tenant improvements for SANBAG occupancy.

Responsible Staff: Michael Bair, Director of Transit and Rail Programs
Deborah Barmack, Director of Management Services

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Approved
San Bernardino Associated Governments
Board of Directors

Date: _____

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In Favor:

Opposed:

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Witnessed: _____

Minute Action

AGENDA ITEM: _____

Date: March 3, 2004

Subject: Quarterly Administrative Report on SANBAG TEA-21 Funding Programs

Recommendation:*
1) Receive report on quarterly reporting and obligation status.
2) Adopt a finding of compliance with obligation requirements for all affected agencies.

Background: Assembly Bill 1012 requires SANBAG to monitor and report to Caltrans on the use of Congestion Mitigation and Air Quality (CMAQ), Regional Surface Transportation Program (RSTP), and Regional Transportation Enhancement Activities (TEA) funds apportioned to San Bernardino County and allocated by the SANBAG Board. Federal funds apportioned to SANBAG are eligible for obligation for three years. Obligation refers to a commitment by the FHWA to reimburse an agency for an authorized amount of federal funds for a specific project. After three years, unobligated apportionments are subject to reprogramming and loss to SANBAG and its member agencies.

Because of SANBAG's requirement to manage the timely use of funds to avoid loss of funding pursuant to the provisions of AB1012, the SANBAG Board established a protocol that requires TEA-21 fund recipients to enter into contracts with SANBAG. These contracts include a description of the scope of the approved project, the amount of TEA-21 allocation, and the schedule of project implementation. In addition, the terms of the contracts require TEA-21 fund recipients to submit quarterly progress reports on their projects to SANBAG until completion of the project. In accordance with adopted SANBAG policy, failure to comply with any provision of the contract constitutes grounds for revocation and reallocation of the funding by action of the SANBAG Board pursuant to the protocol specified in each contract.

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Board of Directors

Date: _____

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The TEA-21 Transportation Funding Act officially ends on October 1, 2003, therefore staff has established a final close-out process that was adopted by the SANBAG Board on July 2, 2003. The SANBAG Board Close-out process for TEA-21 funded contracts established “drop dead” obligation deadlines for those federally funded projects that have not obligated their federal funds through the Local Assistance process. The policy also established a final milestone schedule for the existing projects; therefore contract amendments are not being entertained by SANBAG Board as outlined in the July 2, 2003 SANBAG Board item relating to this policy. SANBAG staff still requires the local agencies to submit quarterly status reports on the remaining unobligated federal funds, and this information is provided in these reports as outlined below.

Quarterly Reporting Status

Tables 1 – 4 summarize the projects to which funds were allocated, their quarterly reporting history, and the status of the project. All agencies required to report to SANBAG on the status of their projects submitted quarterly reports by January 15th as required by the terms of their contract.

Obligation Status

As mentioned earlier, federal funds are available for obligation for three years from the date of apportionment. Therefore, unobligated balances from TEA-21 federal apportionments through fiscal year 01/02 are subject to reprogramming by the CTC on December 5, 2004. According to project schedules submitted in the project status reports, agencies are anticipating obligation of approximately \$43 million CMAQ, \$12.4 million RSTP, and \$3 million TEA by December 2004. Therefore, staff does not expect any funds to be subject to reprogramming in December, as indicated by the negative amounts shown in each table under “Expected Amount Subject to Reprogramming 12/04”.

Financial Impact: Funding for SANBAG’s monitoring of local assistance project status is consistent with the adopted SANBAG Budget Task No. 0437300. The absence of critical project status and progress information provided in quarterly reports could result in SANBAG’s inability to assure timely obligation of funds to avoid loss to the agency and its members.

Reviewed By: This item was reviewed and unanimously recommended for approval by the Plans and Programs Policy Committee on February 18, 2004. It will be reviewed by the Mountain/Desert Committee on February 20, 2004.

Responsible Staff: Ty Schuiling, Director of Planning and Programming

Minute Action

AGENDA ITEM: _____

Date: March 3, 2004

Subject: Waiver of SANBAG policy relative to election for District Representatives on SCAG Regional Council.

Recommendation:* Approve a one-time waiver to SANBAG policy to allow Mayor Lee Ann Garcia, City of Grand Terrace, to be a candidate for election to serve as District Representative on SCAG Regional Council, due to her position of leadership and service.

Background: SANBAG President Bill Alexander has received a request from Mayor Lee Ann Garcia, City of Grand Terrace, requesting special consideration and waiver of SANBAG policy which would allow her to be a candidate for re-election to the SCAG District 6 Regional Council seat. The adopted policy states:

"SANBAG establishes eligible candidates as members of the SANBAG Board of Directors or active SANBAG Board alternates. If the SANBAG Board representative of a city declines candidacy, then the SANBAG Board alternate becomes an eligible candidate."

SCAG District 6 represents the cities of Colton, Grand Terrace, Loma Linda, Redlands, and Yucaipa. The term of appointment for Lee Ann Garcia will end in March/April of 2004. Elections to fill the seat will occur in February 2004. Each mayor and council person in each of the cities within District 6 will vote for the District representative. Under the SANBAG policies, Mayor Garcia will not be

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Board of Directors

Date: _____

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eligible to run for the seat, as she is no longer the City of Grand Terrace SANBAG Board member or alternate.

Mayor Garcia has served on the SCAG Regional Council since her election in February 2002. By virtue of her seat on the Regional Council, Mayor Garcia has also served on the SCAG Transportation and Communications Committee and is currently chair of that committee. Chairs of SCAG policy committees are among the most influential elected officials at SCAG and have significant impact upon policy development within the region. It is to the advantage of SANBAG to have an elected official from San Bernardino County serving in this capacity.

The rationale for the existing policy which requires that eligible candidates be members or alternates on the SANBAG Board of Directors, is based upon the importance of having elected officials well informed about SANBAG priorities and programs representing this county on the Regional Council. SANBAG functions as a subregional agency within the SCAG region, working closely with SCAG in development of regional plans and performance of targeted planning studies. It is of utmost importance that members of the SCAG Regional Council be knowledgeable relative to SANBAG's plans, project priorities, and Countywide issues.

SANBAG Board membership is established in the SANBAG bylaws:

The mayor of each city shall be either the official representative or alternate for such city unless the city council specifically designates other members to act as representative and alternate.

The bylaws clearly show intent for each City Council to determine the most appropriate member of the council to serve as SANBAG representative and alternate.

In review of the existing SANBAG policy establishing eligibility for SCAG District Representation, SANBAG staff concurs with the rationale for requiring membership from the SANBAG Board and recommends against modification of the adopted policy. It is assumed that issues such as those addressed in this item are considered when a city council designates the SANBAG representative and alternate. Board consideration for exemption to SANBAG's policy might best be addressed if there are no declared candidates to serve as the District 6 Representative.

Financial Impact: This item has no immediate impact upon the adopted SANBAG budget. Staff support for these activities is budgeted in Task No. 0440406.

Reviewed By: The Administrative Committee reviewed this item on February 11, 2004, and unanimously recommended a one time waiver of the SANBAG policy as indicated in the recommendation.

Responsible Staff: Deborah Robinson Barmack
Director of Management Services

Minute Action

AGENDA ITEM: _____

Date: March 3, 2004

Subject: Assembly Bill (AB) 3090 Reimbursement Agreement for FY 2003-04 Planning, Programming, and Monitoring (PPM) Funds

Recommendation:* Approve Cooperative Agreement No. 04-056 with Caltrans establishing reimbursement conditions for the FY 2003-04 PPM funds.

Background: In the 2002 State Transportation Improvement Program (STIP), SANBAG programmed 1% of available STIP revenue for PPM activities. Because of the current state budget situation, the California Transportation Commission (CTC) has withheld allocation of STIP funds in FY 2003-04, including funds programmed for PPM activities. PPM activities are those activities that support the implementation and monitoring of the STIP program.

At its January meeting, the CTC approved the Regional Transportation Planning Agencies (RTPAs) request that the RTPAs be allowed to designate STIP funds currently programmed in FY 2003-04 for PPM activities as reimbursement projects per AB 3090. Approval of this cooperative agreement will allow SANBAG to continue current PPM activities with local funds and be reimbursed with STIP funds in future fiscal years.

Financial Impact: The current SANBAG FY 2003-04 Budget calls for only \$316,000 in PPM funds despite the programming of \$632,000 in the STIP because of concerns over the state funding crisis. This action will provide for the budgeted as well as full programmed revenue. Staff will return with a proposed budget amendment to address the temporary allocation of local funds to be reimbursed with STIP funds in future fiscal years.

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Board of Directors

Date: _____

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Reviewed By: This item is being presented directly to the SANBAG Board and has not received prior policy committee review because of recent changes in staff's understanding of how Caltrans and CTC intend to administer these funds. The cooperative agreement must be executed prior to CTC approval of the RTPA STIP amendment on April 2, 2004.

Responsible Staff: Ty Schuiling, Director of Planning and Programming

Minute Action

AGENDA ITEM: _____

Date: March 3, 2004

Subject: Policy on Election of District Representatives on Southern California Association of Governments (SCAG) Regional Council

Recommendation:* Approve modifications to SANBAG Policy #10004 establishing procedures for election of District Representatives to SCAG Regional Council relative to the population requirements for districts and the terms for individuals elected to fill vacancies.

Background: In 1994, the SANBAG Board adopted policies in accordance with SCAG bylaws, establishing procedures for election of District Representatives on the SCAG Regional Council and eligibility for candidates. SANBAG staff has been advised that these policies are inconsistent with modified SCAG bylaws and are in need of modification. SANBAG staff recommends two minor modifications to the adopted procedures to (1) acknowledge the change in size of SCAG districts from 200,000 to 250,000, and (2) to indicate that individuals elected to fill a vacant seat shall serve only for the remainder of the unexpired term. Proposed changes are illustrated in strikeout version on the attached exhibit.

Financial Impact: This item has no immediate impact upon the adopted SANBAG Budget. Staff support for these activities is budgeted in Task No. 0440406.

Reviewed By: This item was reviewed by the Administrative Committee on February 11, 2004, and was unanimously recommended for approval.

Responsible Staff: Deborah Robinson Barmack, Director of Management Services

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Approved
San Bernardino Associated Governments
Board of Directors

Date: _____

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In Favor:

Opposed:

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Witnessed: _____

Minute Action

AGENDA ITEM _____

Date: March 3, 2004

Subject: Request for Qualifications (RFQ) No. 04-051 for qualified firms to prepare a Project Study Report (PSR)/Project Report (PR) for construction of an additional westbound lane on I-10 from Live Oak Canyon Road to Ford Street.

Recommendation:* Authorize release of Request for Qualifications (RFQ) No. 04-051 for qualified firms to prepare a Project Study Report (PSR)/Project Report (PR) for construction of an additional westbound lane on I-10 from Live Oak Canyon Road to Ford Street. This action imposes no financial impact.

Background: **This is a Request for Qualifications to perform environmental work on a new project.** To date, the following Measure I Major Projects have been completed:

I-10: Add one carpool lane from LA County line to I-15.

Route 60: Add one carpool lane and one general purpose lane from the LA County line to the Riverside County line.

Route 71: Construct new freeway from LA County line to Riverside County line.

To date, progress on the following Measure I Major Projects has been as follows:

SR30/210: 19 bridges complete. 7 mainline segments complete. 4 major flood control crossings complete. 5 bridges under construction. 1 mainline segment under construction. 1 major flood control

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San Bernardino Associated Governments
Board of Directors

Date:

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In Favor: *Opposed:* *Abstained:*

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crossing under construction. 3 mainline segments (segments 9-11) construction contracts planned for this summer.

I-215 N Entire route north of I-10 currently being designed.

I-215 S Preliminary engineering and Environmental Document preparation underway.

I-10 East Truck Climbing Lane under construction

Final design of Median Lane additions from Orange Street to Ford Street complete by late summer 2004

The final project included in the Measure I Major Projects category is the I-10 East, westbound lane addition from Live Oak Canyon Road to Ford Street. Staff recommends moving forward with this final Measure I Major Project. The first step is the preparation of the environmental document, preliminary engineering and project report. Staff proposes to fund this effort with Measure I Valley Major Project funds.

Financial Impact: The action imposes no financial impact. If a contract is awarded for this work, the presently estimated cost is approximately \$900,000. TN 0443000.

Reviewed By: This item was reviewed and unanimously recommended for approval by the Major Projects Committee on February 12, 2004.

Responsible Staff: Darren Kettle, Director of Freeway Construction

Minute Action

AGENDA ITEM _____

Date: March 3, 2004

Subject: Amendment No. 14 to Contract No. 91-034 with Fluor Daniel

Recommendation * : Approve Amendment No. 14 to Contract No. 91-034 with Fluor Daniel for a period of three years, at a total cost of \$9,494,547 as detailed in the Financial Impact Section.

Background: **This is an amendment to an existing contract.** Since fiscal year 1992, Fluor Daniel has been providing program management services to SANBAG for implementation of the Measure I Major Projects program. During that period, a great deal of progress has been made. The Rt. 60 project is complete. The Rt. 71 is complete. The I-10 HOV widening project through Ontario is complete. Segments 1-7 of Route 30/210 are complete. Ten freeway overcrossings are complete, and one is nearly complete. A number of early soundwall projects are also complete. The Route 71 landscaping project is nearly complete. Early construction work is underway on Segments 9 and 10 of Route 30/210 with a mainline (Segments 9-11) construction contract award anticipated in early summer of this year. The I-10 Truck Climbing Lane is under construction and I-10 lane additions through Redlands are scheduled to began construction in early 2005.

On the project development side, SANBAG has become the lead agency for three of the four I-215 North Segments with final design underway of two of those three segments with the third starting final design in summer of this year. This project is scheduled for construction from early 2005 through 2009. SANBAG, in partnership with the Riverside County Transportation Commission, has initiated preliminary engineering and is developing the environmental document for the I-215 South

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San Bernardino Associated Governments
Board of Directors

Date:

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In Favor: *Opposed:* *Abstained:*

Witnessed:

project. This phase of the project is typically the most time consuming of any phase of a major freeway project and could extend into the next decade. The project is estimated at \$350 million in San Bernardino County and will require that San Bernardino County voters approve the extension of Measure I to ensure full funding of the project. Also at this meeting in separate agenda item, staff is requesting authorization to release a Request for Qualifications to provide consulting services for the preparation of a Project Study Report, preliminary engineering, and environmental document for the I-10 Westbound Lane addition from Live Oak Canyon to Ford Street.

Finally, SANBAG, at the request of member jurisdictions, continues to act as the lead agency on the Tippecanoe/Interstate 10 Interchange and two railroad/highway grade separations.

A vast number of lesser tasks and contributory products have been completed and prepared along the way to lay the foundation for the major milestones listed above, one of the most important of which has been the processing of well over \$100 million in federal funds. This last accomplishment has enabled SANBAG to stay well ahead of schedule in terms of obligating STP funds as required by state's "use it or lose it" policy and, through fund exchanges, has greatly enhanced the flexibility of local agencies in pursuit of project commitments.

All of this work has been managed and developed by SANBAG's program management consultant, Fluor Daniel Inc. Though conveniently operating under the administrative umbrella of Fluor Daniel Inc., this staff works exclusively out of SANBAG offices and operates as a direct extension of SANBAG staff. SANBAG staff, in the case of the Major Projects Program, consists only of the director and the secretary. By any measure, the Fluor staff is, in practical effect, indistinguishable from regular SANBAG employees, but particularly in terms of loyalty and dedication. The decided success that SANBAG has enjoyed in the implementation of the Measure I Major Projects Program has been made possible by the hard work and ingenuity of these dedicated individuals.

As the attached project schedule (and staff assignment plan) indicates, most of remaining work should be substantially complete within the next three years. In light of these circumstances, including the substantial progress made to date as well as the importance of fulfilling SANBAG's commitments regarding Rt. 30/210, staff recommends a full 3-year extension to the Fluor Daniel program management contract. This recommendation is consistent with SANBAG's Contracting and Procurement Policy, according to which renewal of professional services contracts without re-competition can be justified given findings of (1) specific qualifications, (2) unique knowledge of the project, or (3) unique knowledge of the work required, resulting in the conclusion that the contractor is preeminently qualified to perform the work. Unquestionably, Fluor Daniel, or rather the particular staff working out of

SANBAG offices, remains preeminently qualified to perform the program management work necessary to complete the Measure I Major Projects Program. Having participated in all phases of activity required to bring the program to its current point, these staff possess indispensable historical intimacy with every detail of the program from project scope, design, right of way and so on, all the way through to established and positive relationships with Caltrans, other participating agencies, as well as our member jurisdictions. Given these special qualifications, coupled with the importance of maintaining the established schedules, staff finds it prudent to recommend extension of the current contract.

Financial Impact: The total amount of this item is \$9,494,547 over a 3-year period. The first year's expenditure is consistent with FY 04/05 budget currently being developed by SANBAG staff. Financial impact of this contract amendment will be handled during the annual budget process. No charges will occur against this amendment during FY 03/04. Funding source is Measure I Valley Major Projects Fund. TN 0451400.

Reviewed By: This item was reviewed and unanimously recommended for approval by the Major Projects Committee on February 12, 2004.

Responsible Staff: Darren Kettle, Director of Freeway Construction

Minute Action

AGENDA ITEM _____

Date: March 3, 2004

Subject: Amendments to extend period of performance for various contracts

Recommendation:* Approve amendments to extend period of performance:

CN 01-018-05	Leighton & Associates	Extend to 6/30/05
CN 01-015-04	Structural Design & Analysis	Extend to 6/30/05
CN 01-016-04	URS Corp.	Extend to 6/30/05
CN 01-017-04	Ashford Engineering, Inc.	Extend to 6/30/05
CN 97-039-05	L.D. King	Extend to 12/31/05
CN 93-082-07	Nossaman, Guthner, etal	Extend to 6/30/05
CN 96-019-01	David Evans & Associates	Extend to 12/31/04
CN 99-052-02	PBQ&D	Extend to 6/30/04

Background: **This item amends a number of on-going contracts that have soon will expire.** In order to advance SANBAG's program of designing and building the Measure I Major Projects, the period of performance for each of these contracts must be extended. The first four contracts (01-015 – 01-018) listed above allow for continuation of technical advisory panel that reviews potential earthquake fault rupture issues for the SR-210 project that has been used for the I-215. One contract (97-039) is for on-call constructability and design review. One contract (93-082) is for on-call outside legal assistance to SANBAG Legal Counsel. One contract (96-019) is for final survey work and right of way support to close out remaining excess land issues related to the Route 71 Project. Finally, one contract (99-052) needs to be extended to allow SANBAG design consultants to complete as-built drawings for SR-210 projects.

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Approved
San Bernardino Associated Governments
Board of Directors

Date:

Moved: *Second:*

In Favor: *Opposed:* *Abstained:*

Witnessed: _____

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Financial Impact: As no-cost time extensions to existing contracts, this action imposes no financial impact.

Reviewed By: This item was reviewed and recommended for approval 12-0-2 (Biane and Pomierski abstained) by the Major Projects Committee on February 12, 2004.

Responsible Staff: Darren Kettle, Director of Freeway Construction

Minute Action

AGENDA ITEM 1

Date: March 3, 2004

Subject: Information Relative to Possible Conflict of Interest

Recommendation * : Note agenda items and contractors/subcontractors, which may require member abstentions due to possible conflicts of interest.

Background: In accordance with California Government Code 84308, members of the SANBAG Board may not participate in the any action concerning a contract where they have received a campaign contribution of more than \$250 in the prior twelve months from an entity or individual, except for the initial award of a competitively bid public works contract. This agenda contains recommendations for action relative to the following contractors:

Item No.	Contract No.	Principals & Agents	Subcontractors
9	91-034	Fluor Daniel <i>Steve Dobbs</i>	Nettleship
10	01-018-05	Leighton & Associates, Inc. <i>Dr. Bruce Clark</i>	None
10	01-015-04	Structural Design & Analysis, Inc. <i>Dr. Frieder Seible</i>	None
10	01-016-04	URS Corporation <i>Dr. Paul Somerville</i>	None
10	01-017-04	Ashford Engineering, Inc. <i>Dr. Scott Ashford</i>	None
10	97-039-05	L.D. King <i>Douglas Mays</i>	Wei Koo & Associates, Inc. Berg & Associates

*

Approved
San Bernardino Associated Governments
Board of Directors
Date

Moved: *Second:*

In Favor: *Opposed:*

Witnessed: _____

10	93-082-07	Nossaman, Guthner, Knox & Elliott <i>Rob Thorton</i>	None
10	96-019-01	David Evans Associates <i>Cliff Simental</i>	None
10	99-052-02	PBQ&D <i>Bedros Agopovich</i>	Associated Engineers, Inc. FPL Geofon Group Delta Consultants
15	04-055	CityCom Real Estate Services <i>Wallace M. Schultz, President</i>	None
16	99-020	TH Enterprises <i>Ted Hoisington</i>	None

Financial Impact: This item has no direct impact on the SANBAG budget.

Reviewed By: This item is prepared monthly for review by SANBAG Board and Committee members.

AB	Assembly Bill
ACE	Alameda Corridor East
ACT	Association for Commuter Transportation
ADA	Americans with Disabilities Act
APTA	American Public Transportation Association
AQMP	Air Quality Management Plan
ATMIS	Advanced Transportation Management Information Systems
BAT	Barstow Area Transit
CAC	Call Answering Center
CALACT	California Association for Coordination Transportation
CALCOG	California Association of Councils of Governments
CALSAFE	California Committee for Service Authorities for Freeway Emergencies
CALTRANS	California Department of Transportation
CARB	California Air Resources Board
CEQA	California Environmental Quality Act
CHP	California Highway Patrol
CMAQ	Congestion Mitigation and Air Quality
CMP	Congestion Management Program
CNG	Compressed Natural Gas
COG	Council of Governments
CSAC	California State Association of Counties
CTA	California Transit Association
CTAA	Community Transportation Association of America
CTC	California Transportation Commission
CTC	County Transportation Commission
CTP	Comprehensive Transportation Plan
DMO	Data Management Office
DOT	Department of Transportation
E&H	Elderly and Handicapped
EIR	Environmental Impact Report
EIS	Environmental Impact Statement
EPA	United States Environmental Protection Agency
ETC	Employee Transportation Coordinator
FEIS	Final Environmental Impact Statement
FHWA	Federal Highway Administration
FSP	Freeway Service Patrol
FTA	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
HOV	High-Occupancy Vehicle
ICMA	International City/County Management Association
ICTC	Interstate Clean Transportation Corridor
IEEP	Inland Empire Economic Partnership
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
IIP/ITIP	Interregional Transportation Improvement Program
ITS	Intelligent Transportation Systems
IVDA	Inland Valley Development Agency
LACMTA	Los Angeles County Metropolitan Transportation Authority
LNG	Liquefied Natural Gas
LTF	Local Transportation Funds
MAGLEV	Magnetic Levitation
MARTA	Mountain Area Regional Transportation Authority
MBTA	Morongo Basin Transit Authority
MDAB	Mojave Desert Air Basin
MDAQMD	Mojave Desert Air Quality Management District

MIS	Major Investment Study
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MSRC	Mobile Source Air Pollution Reduction Review Committee
MTP	Metropolitan Transportation Plan
NAT	Needles Area Transit
OA	Obligation Authority
OCTA	Orange County Transportation Authority
OWP	Overall Work Program
PASTACC	Public and Specialized Transportation Advisory and Coordinating Council
PDT	Project Development Team
PPM	Planning, Programming and Monitoring Funds
PVEA	Petroleum Violation Escrow Account
RCTC	Riverside County Transportation Commission
RDA	Redevelopment Agency
RFP	Request for Proposal
RIP	Regional Improvement Program
ROD	Record of Decision
RTAC	Regional Transportation Agencies' Coalition
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agencies
SB	Senate Bill
SAFE	Service Authority for Freeway Emergencies
SANBAG	San Bernardino Associated Governments
SCAB	South Coast Air Basin
SCAG	Southern California Association of Governments
SCAQMD	South Coast Air Quality Management District
SCRRA	Southern California Regional Rail Authority
SED	Socioeconomic Data
SHOPP	State Highway Operations and Protection Program
SOV	Single-Occupant Vehicle
SRTP	Short Range Transit Plan
STAF	State Transit Assistance Funds
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TCM	Transportation Control Measure
TCRP	Traffic Congestion Relief Program
TDA	Transportation Development Act
TEA	Transportation Enhancement Activities
TEA-21	Transportation Equity Act for the 21 st Century of 1997
TIA	Traffic Impact Analysis
TMC	Transportation Management Center
TMEE	Traffic Management and Environmental Enhancement
TOC	Traffic Operations Center
TOPRS	Transit Operator Performance Reporting System
TSM	Transportation Systems Management
USFWS	United States Fish and Wildlife Service
UZAs	Urbanized Areas
VCTC	Ventura County Transportation Commission
VVTA	Victor Valley Transit Authority
WRCOG	Western Riverside Council of Governments